Appendix

# Evaluation criteria

Responses will be assessed using the criteria and weightings below. A score will be given for each part of the information submitted that is to be assessed. The qualitative aspects of your response will be evaluated entirely on your response submitted.

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| **Criteria** | **Weighting** |
| Study programme design and content | 40% |
| Cost of the programme | 25% |
| Professional capacities of the institution | 15% |
| Project management capacity in an international context | 10% |
| Understanding of China’s latest dual first university development | 10% |

*Please see following Response Forms, including criteria 1 - 5*

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| **Criteria 1 – Study programme design and content**  Quality is the most critical factor for selecting a successful programme provider. Please provide an explanation as to how the quality of the proposed programme will reflect the following aspects:   * Comprehensiveness: The content should cover all relevant information in the specified area to meet the needs of the Chinese partner. * Innovation: The content provided should be thought–provoking and provide a clear future vision. * Practicality: The programme should include examples of best practice from the UK/other well-performing education systems and be relevant to the participants’ daily needs. * Logical progression: The programme should be carefully planned to offer a logical route for participants’ professional development. * Effective methodology: A variety of methodologies should be used throughout the training programme (including before and after programme delivery) to ensure the most effective delivery of the training. Participants must have opportunities to share, challenge and reflect on their learning   **Please provide your response below:** |

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| **Criteria 2 - Cost of the programme**  It is essential that the programme provider can provide an arrangement where pricing is clearly defined, competitive and transparent. To satisfy this criterion, each applicant must provide a breakdown of all expected costs with a clear explanation.  **Costs may include:**   * Tuition fees for the training programme (training venue, training materials, tea breaks, etc.) * Accommodation/meals (suitable on-campus or hotel accommodation) * Transportation in the UK (airport pick-up, drop-off, daily transportation if needed between classrooms and hotels, transportation for other visits, etc.)   Note:   1. For accommodation, please provide three options where the location is reasonably convenient, covering price ranges from university accommodation (self-catering), to homestay (fully board), and homestay (half-board). 2. Please also include the pricing for any relevant value added services, if applicable.  |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Unit cost per person** | **No. of participants** | **Sub-total** | **Breakdown** | | Tuition fee |  |  |  |  | | Living expense (accommodation, meals and transportation) |  |  |  |  | | Others |  |  |  |  | |  |  |  |  |  | | **Total** |  |  |  |  |   **Please provide your response below:** |

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| **Criteria 3 - Professional capacities of the programme provider**  Please provide information about the strength and profile of your organisation, and the professional capacities of trainers and supporting staff relevant to the programme.  Information required includes:   * **Overview of the organisation:** Please provide an overall introduction to your organisation and provide highlights relevant to the training. * **Professional capacity of staff:** Please provide the CVs of trainers, speakers, facilitators and administrative staff to be involved in the programme. * **Value added offers:** Please specify any value added offers beyond the programme your organisation could provide for the long-term professional development of the programme participants. This can include, but is not limited to, any ongoing mentor support, consultancy services, or system design, etc.   **Please provide your response below:** |

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| **Criteria 4 - Project management capacity in an international context**  Please provide information as to how you would organise the process and programme outputs to provide the services as required, demonstrating capacity and flexibility in meeting the needs of the Chinese participants in a cross-cultural context.  **Information to include:**   * Describe how you would manage the programme. * Describe the process you would propose to implement the programme, outlining the timeline and any milestones for the programme. * Attach a brief CV of the project manager. * Outline the mechanism through which you would monitor and manage the quality of your programme and related services, including how you would manage any risks.   **Please provide your response below:** |

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| **Criteria 5 - Understanding of China’s latest dual first university development**  Please provide details as to how your international experience (including the range, variety and type of training projects) will benefit you in working on the programme with China.  Please provide evidence of your knowledge and understanding of the context of China’s dual first class university development, including but not limited to, national priorities and challenges, and the needs for good university teachers’ professional development.  **Please provide your response below:** |